## Central Wisconsin Community Action Council, Inc. <u>EPF&A Committee Meeting Minutes</u> October 11, 2013

Present: Bill Gomoll, Muriel Harper, Dave Singer, Jim Layman, and John Earl

Excused Absence: None

Staff: Fred Hebert and Crystal Jolliff

1. John Earl called the meeting to order and roll call was taken with five members present.

- 2. Motion passed by unanimous vote approving the agenda and minutes of the September 13, 2013 EPF&A Committee meeting with the exception of Item #6 regarding revisions to By-Law 2.02 which will be referred back to the Ad Hoc Committee for further review.
- 3. No Personnel issues to report.
- 4. No Finance report.
- 5. The following revisions to the Strategic Plan were suggested:
  - Page 1 Goal Attainment Strategies, *letters* e & f Ad Hoc Committee currently reviewing.
  - Page 2 Increase Contributions, *letter b* Appearances & presentations by board members and managers at Lions, Rotary, American Legion, etc; *letter g* Mass mailing may be too costly, suggestion to distribute brochures in libraries, courthouses, publish newspaper ads, and more web presence; *letter j* Send out periodic letters to major corporations and vendors asking for sponsorships/partnerships; and *letter l* Continue to organize the Holiday Train and **Turkey Raffle fundraisers**.
  - Page 3 Programs Expansion, *letter g* Diligence in keeping the apartment occupied with quality tenants by running a continuous newspaper ad.
  - Page 4 Affordable Housing Project Development, letter c Look for individuals who would donate properties for future housing (i.e., for a tax write off). Habitat for Humanity built a house on a lot that was donated for payment of back taxes in one town. **Suggestion to advertise for donated land for a tax break.**

Motion passed by unanimous vote to continue review of the Annual Report & Strategic Plan – Draft Approval at the next EPF&A Committee meeting.

- 6. The Pine Grove Anniversary Lunch will be held at 1:00 pm today in Adams.
- 7. Community Action National Standards for Excellence will be discussed at the next EPF&A Committee Meeting.
- 8. An Appreciation Lunch was held in Wautoma on September 30<sup>th</sup> to honor Helen Blader and the other Wautoma Food Pantry Volunteers for their dedicated service. Waushara Industries assumed management of the Waushara Food Pantry on October 1<sup>st</sup>.

- 9. Fred updated committee members on the Weatherization Contract funding adjustment request submitted to the Department of Energy Services asking them to consider CWCAC, Inc. for any additional funding.
- 10. Fred update committee members on the possibility of Juneau County appointing us as the lead agency for administration of the CDBG North Central Area Administrative Contract.
- 11. Meeting Adjourned Next Meeting Friday, November 8, 2013